

LAKWOOD FOREST FUND, INC.
MEETING OF BOARD OF TRUSTEES

This agenda serves as notice to all owners of Lakewood Forest Fund, Inc. that a Meeting of the Board of Trustees is scheduled as noted below to review and discuss the listed topics and business of the association.

Date: Monday, October 1, 2018 **Time:** 7:00 PM Open Session

Location: Lakewood Forest Fund Office, 12415 Louetta Road, Cypress, TX 77429

AGENDA

OPEN SESSION I

1. Establishment of Quorum, Call to Order, & Adoption of Agenda
2. Security Report **7:00 to 7:05**
 - (a) Security Committee Update: B. Lewis, Chairperson
3. Homeowner Forum **7:05 to 7:10**
 - (a) Real Estate Update: B. Lewis
4. Consideration of Open Session Minutes of Prior Meeting **7:10 to 7:15**
5. Individual Trustees /Committee Reports
 - (a) Community Outreach/Events Update: S. Matto, Chairperson **7:15 to 7:20**
 - (b) Maintenance Committee Update: M. Lindauer, Chairperson **7:20 to 7:25**
6. Treasurer's Report
 - (a) Monthly Financial Summary Report **7:25 to 7:30**
7. Old Business **7:30 to 7:45**
 - (a) 2019 Budget & 2019 Annual Maintenance Assessment Resolution: S. Johnson 7:30-7:35
 - (b) Establish and fund a Contingency Account: M. Lindauer 7:35-7:40
 - (c) 2018 Reserve Study Update: H. Flores 7:40-7:42
 - (d) Board YE dinner-Save the Date: S. Matto 7:42-7:45
8. New Business **7:45 to 8:35**
 - (a) 2019 Active Shooter CRASE Presentation prior to Annual Meeting: S. Matto 7:45-7:50
 - (b) LED Billboard: S. Matto 7:50-7:55
 - (c) E-Waste and Document Shredding: H. Flores 7:55-8:00
 - (d) Board of Trustees Term Expirations for 2019: H. Flores 8:00-8:05
 - (e) Modification of TOPS accounting module: M. Lindauer 8:05-8:10
 - (f) Beautification at Fund Office: H. Flores 8:10-8:15
 - (g) Preventative maintenance/inspection Fund Office Balcony: H. Flores 8:15-8:20
 - (h) Minor wall repair at Fund Office: H. Flores 8:20-8:25
 - (i) Survey of Grant Rd perimeter wall area: M. Lindauer or B. Lewis 8:25-8:30
 - (j) Action plan for Grant Rd / Cypresswood monument wing walls: H. Flores 8:30-8:35
9. Scheduling of Next Board Meeting: Monday, November 5, 2018
10. Adjourn Open Session I – Reconvene in Executive Session **8:35**

EXECUTIVE SESSION

An HOA Board may convene in executive session and exclude members to discuss personnel matters, attorney-client privileged communications, litigation, private owner information or matters involving an owner's request for confidentiality, contract deliberations or enforcement actions. Decisions made in executive session will be generally stated and noted in the meeting minutes.

11. Scheduled owner hearings **8:35 to 8:40**
12. Consideration of Executive Session Minutes of Prior Meetings **8:40 to 8:45**
13. Executive Session Matters: Owner Hearings & Complaints, Insurance Related Matters, Contract Issues, Collection Matters/Pending Litigation, ACC & Deed Restriction Matters/Pending Litigation, Other **8:45 to 8:55**
14. Adjourn Executive Session – Reconvene in Open Session II **8:55**

OPEN SESSION II

15. Establishment of Quorum, Call to Order **8:55**
16. Recap of initiation of enforcement actions **8:55 to 9:00**
17. Adjourn Open Session II **9:00**